Tripura Institute of Technology
P.O. : Agartala Aerodrome, Narsingarh, Tripura(W), Pin: 799009

****

MINUTES OF THE 6th MEETING OF THE BOARD OF GOVERNORS HELD ON 28th October, 2015 AT TRIPURA INSTITUTE OF TECHNOLOGY

The 6th meeting of the Board of Governors of the Institute was held on October 28, 2015 at 4.00 P.M. in Tripura Institute of Technology.

Sri Samarjit Bhowmik, IAS, Chairperson of the Board of Governors (BOG), TIT, Agartala, and Secretary of Higher Education, Government of Tripura presided over the meeting. The following members of the BOG were present in the meeting:

1. Prof. Dipak Ranjan Poddar, Emeritus Professor & Former HOD, ETCE Department, Jadavpur University, Kolkata.
2. Dr. B. Palit, Director, Education (Higher) Department, Government of Tripura.
3. Prof. Kalyan Kumar Bhar, Dean R&D, Professor of Civil Engg. Dept. and Head of Computer Centre, Indian Institute of Engineering Science & Technology, Shibpur, Howrah.
4. Prof. Anjan Kr. Roy, Professor, Department of Electrical Engineering, Tripura Institute of Technology.
5. Prof. Sudip Talukdar, Professor, Department of Civil Engineering, IIT Guwahati.
6. Prof. R. K. Nath, Professor, Department of Chemistry, Tripura University.
7. Sri Bijoy Kr. Upadhyaya, Associate Professor, TIT, Narsingarh.

Prof. S.C.Saha, Professor of NIT Agartala, Sri S. C. Soni, Executive Director- Asset Manager, ONGC Ltd. Tripura Asset, Agartala and Prof. Sekhar Datta, Principal, TIT, Narsingarh, Member (Ex-officio) of the BOG could not attend the meeting for unavoidable reasons.

The Chairperson of BOG (Secretary, Education (Higher) Department) welcomed Prof. Dipak Ranjan Poddar, Prof. Kalyan Kumar Bhar, Prof. Sudip Talukdar, Prof. R. K. Nath and the other members of BOG. As per recommendation of the Principal, TIT, the Chairperson invited Sri Bijoy Kumar Upadhyaya (Member, BOG, TIT) to initiate discussion on agenda items.

Before initiating discussion the members present in the House gracefully recalled the services & cooperation extended by our former Chairperson of BOG, Sri Santanu Das who chaired the last BOG meeting, towards the development of this Institute during their tenure in the chair and at the same time welcome the new Chairperson, Sri Samarjit Bhowmik.

Signature of Chairperson

After detailed discussions, following decisions were taken by the BOG which are mentioned item wise.

Agenda Item No.6.1   Confirmation of the minutes of 5th BOG meeting.

The minutes of the 5th BOG meeting as circulated to all concerned are placed for confirmation and accepted by the Board.

Agenda ItemNo.6.2   Action taken on the decisions (minutes) of 5th BOG meeting.

Action taken on the decisions of the 5th BOG meeting has been reviewed and the following observations are made.

1. Board has been apprised about completion of Institute website as per schedule with particular web desk for the chairperson, BOG and Principal TIT.

2. Board has also been apprised about conduction of NBA training program for the faculty members of the Institute by SPFU, Tripura where 27 number of faculty members took part.

3. The Director, Higher Education has informed the House about the initiatives taken to fill-up laboratory support staff vacancies. He also informed about initiatives taken by the Department to recruit faculty for the Diploma module.

4. The House has requested the Department to expedite the construction of college canteen.

5. The Board has welcomed activities in III Cell and advised to enhance further.

Agenda Item No.6.3   Ratification of some decisions, approval and sanction of funds by the Principal as per delegation of power in 2nd BOG meeting for TEQIP-II Project.

Decisions as approved by the Principal as per delegation of power in 2nd BOG meeting for TEQIP-II Project have been ratified by the House. Details may be seen in Annexure-I

Agenda Item No.6.4   Ratification of some decisions approved by the Chairperson of BOG on urgent issues regarding implementation of TEQIP-II Project.

Decisions as approved by the Chairperson as per delegation of power in 1st BOG meeting for TEQIP-II Project have been ratified by the House. Details may be seen in Annexure-II.

Agenda Item No.6.5   Vision and Mission of Electrical Engineering Department.

The board has advised the Institute to form Departmental Academic Committee for each departments comprising of HOD as Chairperson, 3 senior faculty members of the department

Signature of Chairperson

as member (one of them as convener), one external expert and one industry representative as member. All academic matters of a department including vision mission is to be discussed and approved by the committee for onward transmission to authority/BOG. Accordingly, the vision mission document as prepared by Electrical Engineering Department is to be discussed and approved in the Departmental Academic Committee of the department before placed to the BOG.

Agenda No.6.6   **Preparation of Master Plan for Administrative Activities and Infrastructural Development.**

The House has welcomed the proposal of preparation of Master Plan for administrative activities and infrastructural development. A committee with Principal as Chairperson, Senior Faculty Prof. A. K. Roy as Convener, HOD & other senior faculty of different Departments as Member may be constituted to prepare the following:

- **Short-term programs** (1-2 years): To fill up the vacant posts of teaching and non-teaching by competent persons, to complete the buildings which are under construction for arrangement of essential space for academic departments, to construct internal roads side by side in the new construction site etc.

- **Medium-term programs** (4-5 years): Steps to be taken to complete time bound works jointly by Department of Higher Education and the Institute towards implementation of Vision, Mission as promised.

Agenda Item No.6.7   **Preparation of Master Plan for Academic Activities.**

The House has agreed to the proposal of preparation of Master Plan for Academic activities. The committee as recommended in Agenda Item No.6.6 may further be entrusted with involvement of all faculty members & others to prepare the following:

- **Medium-term programs** (4-5 years block): To prepare lists and plan for establishing well equipped labs (by procuring materials on priority basis from a systematically prepared list of equipments) for all the individual departments. On receiving approval of the Government same may be established in phased manner as per the master plan.

- **Short-term programs** (1-2 years block): To prepare yearly academic calendar (planned activity-list which should include the exact dates of vacation/breaks and other activities of students, mid & final examinations etc. jointly by the Department, University and Institute), improve students' class attendance, improve lecture quality, improve continuous assessment mechanism, etc.

- **Semester-wise programs** (4-6 months period): To prepare subject-wise course file, lecture plan, course-outcome, dates of conducting class tests etc.

- **Regular Class programs**: To provide lecture outcome at start & summarize the delivered lecture at the end of each class.

Signature of Chairperson

Agenda Item No.6.8   Activities in IRG Scheme.

BOG approved the inclusion of the following proposed activities in Internal Revenue Generation (IRG) Scheme

- Paid courses of short duration on different Technical Skill Development which may be opened to our students and outsiders.

- Paid courses of short duration to prepare candidates for appearing different competitive examinations where our students and also outsiders may be allowed to appear.

- Testing and calibration of equipments/instruments received from different clients on payment basis.

- Maintenance of Automobiles and Air-conditioning machines of Government Departments or Private owners on payment basis.

Agenda Item No.6.9   Present status of ongoing TEQIP-II Project as on 17-10-2015.

The House has been informed of the present status of TEQIP-II in terms of expenditure incurred up to 17-10-2015.

Agenda Item No.6.10   Present Position of Applications for Autonomous Status and NBA Accreditation.

NBA Accreditation is most important and must lead the agenda of the Institute. The House has been informed of the present status of NBA and Academic Autonomy Application of the Institute.

The Institute has been advised to expedite the SAR preparation so that it can be submitted by 31st December, 2015. Prof. A. K. Roy is requested to oversee the matter. The Chairperson BOG & Secretary, Higher Education has agreed to extend necessary support from the Department.

Agenda Item No.6.11   Approval for deputation of one faculty member for R&D activity utilizing TEQIP-II Project.

The House has agreed to sanction admissible leave as per norms to Sri B. K. Upadhyaya, Associate Professor who likes to go for his Ph.D. thesis finalization and submission at Jadavpur University, Kolkata.

Agenda Item No.6.12   Utilization of Interest Accrued in TEQIP Account.

As there is no such norm available in TEQIP-II guidelines for utilizing the interest accrued in TEQIP account, the House agreed to the proposal to distribute and utilize this amount among different TEQIP heads where it necessary except head no 1(Procurement) and 9(IOC) as per direction. Principal being the TEQIP Head of the Institute is empowered to utilize

Signature of Chairperson

the same as per Project norms. The matter may be forwarded to NPIU under MHRD for their views if any in this regard.

Agenda Item No.6.13   Any other issues which may come up at the time of discussion on permission of The Chairperson.
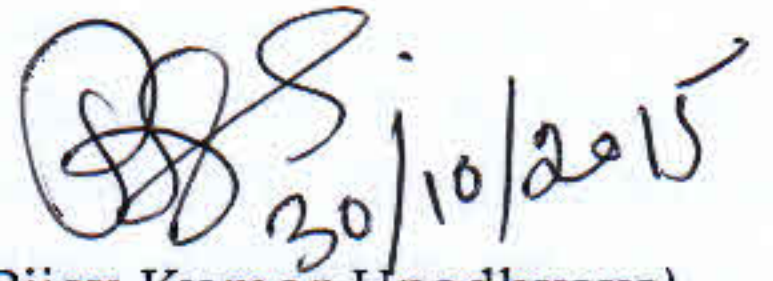
The House also decided the following points-

1. The House has suggested to expedite the activities in Training & Placement Cell. Possibilities of on-line test with IT Companies may be explored. Potential recruiting Firms may be invited to visit the Institution. The house has further advised to involve one faculty from each Department in the Cell who will be working under the leadership of the Training & Placement Officer.

2. The House has advised to invite experienced faculty members from other Institutions to conduct special classes for students. Board has approved the expenditure to be incurred in this regard from Tuition fee fund of the Institute. Remuneration and TA/DA to be paid to such faculty members more or less inconsonance with AICTE/Tripura University norms. Nevertheless, there may be flexibility on case to case basis considering merit of the individual cases subject to approval from the Chairperson, BOG.

Meeting ended with vote of thanks to all.

30.10.15

(Samarjit Bhowmik)
Secretary, Higher Education Dept.
&
Chairperson, BOG, TIT

Copy forwarded to:
1. Prof. Dipak Ranjan Poddar
2. Dr. B. Palit
3. Prof. S. C. Saha
4. Prof. Kalyan Kumar Bhar
5. Prof. Anjan Kr. Roy
6. Prof. Sudip Talukdar
7. Prof. R. K. Nath
8. Sri S. C. Soni
9. Prof. Sekhar Datta

30/10/2015

(Bijoy Kumar Upadhyaya)
Associate Professor & Member, BOG
for Tripura Institute of Technology

Signature of Chairperson

1) Ratification of some decisions, approval and sanctioned by the Principal as per delegation of power in 2ⁿᵈ BOG meeting under Agenda item No.2.6 for TEQIP-II project.

Decisions as approval by the Principal, TIT:

A) A Research and Development (R&D) project proposal of Sri Gautam Pal, Assistant Professor (CSE), on "Effect of rigid, B-Splines and Demons Registration on Bio-medical Video Watermarking" based on the recommendation of Departmental research committee, Computer Science and Engineering for Rs. 1,46,000/-, approved on 04/08/2015,

B) One day industrial visit to Agartala Airport for industrial exposure of B.E final year CSE students involving expenditure of Rs.6000 was approved on 07.08.2015,

C) Newspaper procurement for Training & Placement cell to promote campus recruitment for degree engineering students for one year contract basis. Estimated amount approved is Rs. 5,400.

D) Noticeboard and presenter procurement for Training & Placement cell. Estimated amount approvedRs. 12,500/-

E) In view of new assignment of Sri Ashish Debbarma, Assistant Professor &Nodal Officer, FMS as DDO, Sri BiswajitMajumder, Assistant Professor has been entrusted to work as a Nodal Officer, FMSin the Institutional TEQIP Unitvide No. F.1. (109)/TIT/TEQIP-II/2013/6281-88 dated 03/10/2015.

F) Based on the recommendation of Departmental research committee of ETCE department following student R&D project proposal along with amount mentioned against each have been approved from R&D head of TEQIP-II project.

Sl No.	Name of the student	Project Title	Project Guide	Sanctioned amount of Project (Rs.)
GROUP # 1				
1	Debalina Deb	Unmanned Ariel Quadro vehicle with Video Surveilance	Sri Bijoy Kr. Upadhyaya	25,000/-
2	Rajarshi Chakraborty			
3	SubhankarDebnath			
4	Suman Debanth			
5	UtpalSaha			
GROUP # 2				
6	Pritish Mahajan	Automatic home and car system using CAN protocol	Dr. Angshuman Chakraborty	25,000/-
7	Aurbrata Paul			
8	Amit Chanda			
9	Prasenjit Das			
10	Gobinda Sarkar			
GROUP # 3				
11	AmitabhaNath	Wearable detector for oxygen concentration in blood with synchronized heart monitoring	Sri Bijoy Kr. Upadhyaya	15,063.0/-
12	Md. Najarul Islam			
13	Anindita Chowdhury			
14	Annesha Roy			

GROUP # 4				
15	Prasenjit Deb	Designing and implementing multi core processor by using Verilog HDL on FPGA	Dr. Angshuman Chakraborty	25,000/-
16	GobindaMajumder			
17	Bijan Roy			
18	Amitabha Dutta			
19	Srikanta Das			
GROUP # 5				
20	Suman Jamatia	Wi-Fi based DC motor control	Sri Rajib Biswas	25,000/-
21	PriyatoshDebbarma			
22	RathindraDebbarma			
23	PhillinChiran			
24	Ashutosh Biswas			
GROUP # 6				
25	Swarup Das	Motor Controller using Verilog HDL	Dr. Angshumanchakraborty	25,000/-
26	KausikDebnath			
27	Raju Dey			
28	BhaskarJyotiSaha			
29	LalbahadurDebbarma			

G) Procurement:
Approval for following five (05) packages at the dates mentioned is accorded by Principal, TIT:

Sl. No	Package No	Package Name	Quantity	Amount (Rs.)	Date of Approval
1	TEQIP-II/2015/TR1G01/SHOPPING/112	Uninterrupted Power supply- 2nd attempt	Offline UPS- 274 nos. Online UPS- 14 nos.	9,53,831	28.04.2015
2	TEQIP-II/2015/TR1G01/Direct Contract/104	Digital Signal Processing Lab-1 (Revised)	6 nos.	2,53,125	29.04.2015
3	TEQIP-II/2015/TR1G01/ Direct Contract/105	Embedded System Trainer Kit	6 nos.	2,16,000	29.04.2015
4	TEQIP-II/2015/TR1G01/SHOPPING/110	Process Instrumentation & Process control Lab	5 nos.	11,22,390	05.05.2015
5	TEQIP-II/2015/TR1G01/SHOPPING/113	Digital Storage Oscilloscope	10 nos.	6,28,950	22.07.2015

H) Based on the proposal of I-I-I Cell, TIT, NarsingarhPrincipal, has approved a 5 days workshop scheduled during 13-17 October, 2015 on "Emerging Trends of Computer Technologies in Industries" for B.E final year CSE students under TEQIP-II project involving estimated expenditure of Rs. 1,11,000/-.

17/10/2015

2) Ratification of some decisions, approval by the Chairperson of BOG on urgent issues regarding implementation of TEQIP-II project.

Decisions as approval by the Chairperson, BOG:

A) Re-engagement of Manager (Information System) TEQIP Unit, another terms of Six month duration with monthly salary Rs. 20,000/- with effect from 12.03.2015.

B) Re-engagement of Accountant of TEQIP Unit, another terms of Six month duration with monthly salary Rs. 15,000/- with effect from 23.07.2015

C) Chairman, BOG has approved the proposal of hiring vehicle being used by TEQIP Unit for a period of another six months w.e.f. 21/05/2015.

D) Due to exhaustion of allotment under FSD head, an amount of Rs. 5 lakh was granted as loan from the interest accrued of TEQIP-II project to FSD head.

E) Approval for Rs. 1,86,791 (one lakh eighty six thousand seven hundred ninety one) as loan from interest accrued of TEQIP-II project to meet up additional requirement of NBA registration fee.

F) Approval of T. A bill of Sri Sadhan Sarkar, Assistant Prof., Electrical Engineering& Sri Pankaj kr. Das, Assistant Prof., Mechanical Engineering Departmentwho were deputed to attend Management Capacity Enhancement Training at IIM, Raipur during 8th to 13 September,2014 but could not attend the same due sudden illness of Sri Sadhan Sarkar at Kolkata Airport.

G) Engagement of 06 nos. of Teaching Assistant against remuneration @ Rs. 300/- per class for maximum 30 classes per month like Guest Faculty / Visiting Faculty for the academic year 2015-16, approved by the Chairperson, BOG, dated-1.10.2015.

H) Procurement:
Approval for following one package at the dates mentioned is accorded by Chairman, BOG:

Package No	Package Name	Quantity	Amount (Rs.)	Date of Approval
TEQIP-II/2015/TR1G01/SHOPPING/107	Computer Server	Application server –I 12 nos.	20,22,573/-	10.04.2015
		Application server –II 02 nos.		